

Water-Related Permits Process Improvement Team (WRPPIT)

Making clear whether and how a project gets to YES & transitioning to a consolidated state permit system.

MEETING RECORD

September 18, 1-4 p.m., Director's Conference Room , L&I Building, Salem

Members Present:

Jas Adams, DOJ
 Kirk Jarvie, DSL
 Laura Leshar, Project Manager, Office of
 Regulatory Streamlining (RSL)
 Patty Snow, ODFW
 Kim Grigsby, Water Resources
 Kevin Moynahan, DSL

Members Absent:

Pat Allen, Office of Regulatory
 Streamlining (RSL)
 Gary Lynch, DOGAMI
 Christine Svetkovich, DEQ

Intermittent Members Not Present:

Ken Franklin, ODOT
 Tony Stein, OPRD
 Susan White, SHPO

<u>TIME</u>	<u>AGENDA ITEM</u>	<u>LED BY</u>
1:00	Reminder assignments Updates	Laura
1:10	Check-In – Advisory Committee Meetings	Laura
1:30	MOA - Update Schedule and Sequence – see below* - How Does it Get Moved Up the Approval Ladder? - Talking Points	Laura
2:20	BREAK	
2:30	Other Communications - within agencies - outside agencies	Laura
3:00	WRPPIT Executive Summary	Laura
3:55	Next Meeting: September 29, 9-noon, 2 nd Floor Conference Room, L&I	Laura

*Current MOA Finalization Schedule

<i>September 25</i>	<i>WRPPIT Team members finalize MOA. Jas reviews MOA for legal sufficiency; note to all agencies</i>
<i>October 15</i>	<i>Agency review and approvals as needed:</i> - <i>Division Head</i> - <i>Agency Administrative Division</i> - <i>Director</i>

1. **Prior Meeting Record.** The September 15 meeting records were approved with minor modifications.
2. No updates
3. **Talking Points** were developed by the Team and schedule for MOA internal to the Participating Agencies.
4. **MOA signing schedule** was discussed. It is expected to take approximately 2 weeks after the team completes the final edits, anticipate signing of the MOA to be completed by mid-October.
5. **MOA** – Additional edits were discussed and incorporated. The MOA is expected to be completed and sent out on September 22 with the exception of gathering feedback from up-line managers in DEQ.
6. **WRPPIT Executive Summary** was discussed and edited. The electronic version will be sent out to team members prior to the next stakeholder outreach meeting.
6. **Next Meetings**

Friday, September 29, 2006 – 9 to noon, in the L&I 2nd Floor Conference Room.

See Appendix A below for additional meeting schedule and discussion topics

Water Related Permits Process Improvement Team

Meeting Schedule

September 15 , 2006

September 15	Friday	9-noon	Finalize MOA (WRPPIT)
September 18	Monday	1-4	Communications planning
September 29	Friday	9-noon	Complete Final Report, debrief Advisory Committee meetings
October 2	Monday	1-4	Finalize reports and project summary
October 13	Friday	9-noon	Complete & signed MOA
October 16	Monday	1-4	Finalize User Guide Review Proposed Rule Modifications, Discuss Implementation Communications Plan – Feds, JLAC, Others? (after MOU and statutory changes are known) - present changes in legislative districts?
October 27	Friday	9-noon	CANCELED
October 30	Monday	1-4	User Guide Launch discussion
November 6	Monday	8-4	First meeting of the Pilot Management Team (PMT) Team Purpose/Values session Operating documents: Work plan/schedule/ roles
November 14	Tuesday	1-4	Begin MOA implementation,/contingency plan work
November 20	Monday	1-4	
November 28	Tuesday	1-4	
December 4	Monday	1-4	
December 12	Tuesday	1-4	
December 18	Monday	1-4	

Subsequent Work:

MOA Implementation work

PROJECT: Water Related Permit Process Improvement Team (WRPPIT)

LAST UPDATED: October 17 , 2006 - DRAFT

- Continue communications/outreach plan
- Pilot implementation planning
- Users Guide ongoing maintenance
- Wizard implementation
- Training
- Rule changes
- Project impact measurement/evaluation plan development
- Implement application package concept
- Other items identified for future work from 32 Recommendations (list)
- DSL - Implement SRE